

**VERMONT DEPARTMENT OF EDUCATION
DISCLOSURE FORM**

NAME _____ SS# _____

Each question below must be answered.

If the answer to any item is “yes”, you must attach a complete explanation and relevant documents. A “yes” answer to any of these questions is not an automatic bar to licensure. The circumstances will be investigated and reviewed. If you have previously reported the same incident to the Department of Education, please indicate when it was reported and the results of any investigation.

	Yes	No	
A.			Have you ever been convicted of a felony or misdemeanor? If yes, please provide a written explanation and specify the court that issued the conviction. Please note that a plea of <i>nolo contendere</i> counts as a conviction of a criminal offense.
B.			Do you have any pending criminal charges? If yes, please provide a written explanation and specify the court that has jurisdiction of the charges.
C.			Have you ever had an adverse action taken against any application, certificate, or professional license in any state? Adverse action includes the following: letter of warning, reprimand, denial, suspension, revocation, or cancellation.
D.			Have you ever voluntarily surrendered a professional license or certificate or withdrawn an application for a professional license or certificate?
E.			Is there any adverse action now pending against you in any state by any professional licensing agency?
F.			Have you ever resigned, entered into a settlement agreement, or otherwise left employment as a result of alleged misconduct or incompetence?
G.			Have you ever been disciplined, reprimanded, suspended or discharged from employment because of allegations of misconduct or incompetence?

Certification and Signature

I certify that the information provided on this application and in supporting documents and attachments is true and complete. I am aware that any falsification, misrepresentation, or misstatement of material information may be cause for a licensing action pursuant to 16 V.S.A § 1698 (1)(F).

Signature _____ Date _____